

## Site Visit Announcement

The Erie Veterans Affairs Medical Center (EVAMC) will hold a site visit for all vendors interested in the Surgical Equipment Booms and Lights project, posted to [www.fbo.gov](http://www.fbo.gov) on Friday, January 16, 2015, as Solicitation # VA244-15-Q-0349.

The details for the site visit are as follows:

**Date:** Thursday, January 22, 2015  
**Time:** 10:00 AM Eastern

Interested vendors shall meet at the EVAMC, Main Hospital, Building #1, Conference Room #1, 2<sup>nd</sup> Floor. All vendors must sign-in with EVAMC Security in the Urgent Care entrance, Building #1, from where they will be escorted to the conference room. Parking is limited, so vendors shall plan their arrival time accordingly. Late arrivals may not be accommodated. Individual meetings with interested vendors either prior to, at the conclusion of, or in the days/weeks following the site visit will not be scheduled.

The site visit will include a tour of the area on the EVAMC campus where the booms and lights will be installed. The area is an active construction zone; vendors must wear appropriate shoes for a construction zone; vendors are also encouraged to bring their own hard hats and safety glasses.

Interested vendors must confirm their attendance at the site visit no later than 5:00 PM on Wednesday, January 21, 2015, by contacting the Contracting Officer in writing via fax or e-mail as listed below. Please include the names of the individuals from your company who will attend the visit on your e-mail/fax. The Contracting Officer will acknowledge receipt of your e-mail/fax upon receipt.

A vendor's decision not to attend the site visit will not preclude the vendor from providing a quote on this project. However, additional site visits and individual meetings for this project will not be held.

Vendors may submit questions for items needing clarification to the Contracting Officer via e-mail or fax up until 5:00 PM on Tuesday, January 27, 2015. If necessary, an amendment to the RFQ will be posted to [www.fbo.gov](http://www.fbo.gov) no later than 5:00 PM on Friday, January 30, 2015. Final quotes must be submitted to the Contracting Officer no later than 3:00 PM on Friday, February 6, 2015.

Please direct any questions regarding this procurement to the Contracting Officer:

Annette Lang  
[annette.lang@va.gov](mailto:annette.lang@va.gov)  
610-384-7711, x3216  
610-466-2236 (fax)

### KEY DATES/TIMES

Wednesday, January 21, 2015	5:00 PM Eastern	Confirm site visit attendance with Contracting Officer
Thursday, January 22, 2015	10:00 AM Eastern	Site visit at Erie VAMC
Tuesday, January 27, 2015	5:00 PM Eastern	Questions due to Contracting Officer
Friday, January 30, 2015	5:00 PM Eastern	Clarifications/amendment issued (if necessary)
Friday, February 6, 2015	3:00 PM Eastern	Final quotes due via submission to the CO